



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
ALBUQUERQUE AREA INDIAN HEALTH SERVICE



The Albuquerque Area Indian Health Service defines its mission as a commitment to the well-being and cultural integrity of Indian people through a participatory and consultative process.

THE ALBUQUERQUE AREA INDIAN HEALTH SERVICE IS A "SMOKE-FREE" ENVIRONMENT

**VACANCY ANNOUNCEMENT**

**VACANCY ANNOUNCEMENT NO.**  
**SER-06-0150-SFSU**

**OPENING DATE**  
**09-20-06**

**CLOSING DATE**  
**11-01-06**

**POSITION TITLE, SERIES, GRADE AND SALARY**  
**PODIATRIST**  
**GS-668-14, \$87,533 per annum**  
**GS-668-15, \$102,964 per annum**

**LOCATION AND DUTY STATION**  
**Santa Fe Service Unit**  
**Santa Fe Indian Hospital**  
**Clinical Services**  
**Santa Fe, NM**

**(Includes Locality Pay Adjustment)**

**AREA OF CONSIDERATION: ALL SOURCES**

**RELOCATION:** Relocation Expenses will be paid.

**CONDITIONS OF EMPLOYMENT:**

- One permanent full-time position. The incumbent of this position is subject to call back and/or standby work.
- May be required to serve a probationary period for managerial positions.
- Applicant must possess a valid State driver's license.
- If you are a male, born after December 31, 1959, and you want to be employed by the federal government, you must (subject to certain exemptions) be registered with the Selective Service System.
- In accordance with Chapter 12, Indian Health Manual, IHS Employee Immunization Program, selected candidate will be required to submit proof of immunity to the following diseases: Rubella and Measles.
- Before hiring, the IHS will ask you to complete a "Declaration for Federal Employment" and/or "Addendum to Declaration for Federal Employment Indian Health Service Child Care & Indian Child Care Worker Positions" to determine your suitability for federal employment, to authorize a background investigation, and to certify the accuracy of all information in your application. Under P.L. 101-630 Indian Child Protection Act, anyone who answers in the affirmative will be found ineligible and unsuitable for employment in the Indian Health Service. If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be fined or jailed.
- This position requires that the selected individual obtain and maintain medical staff clinical privileges. If privileges are not obtained or maintained during employment, the employee may be subject to an adverse action, up to and including removal from the federal service.

**DUTIES AND RESPONSIBILITIES:** **GS-14**, Duties and responsibilities are similar to the next grade level but performed with lesser independence and closer supervision. **GS-15** The incumbent in this position serves as the Podiatrist for the Santa Fe Service Unit with includes the field clinics in the Pueblos of Cochiti, San Felipe, Santa Clara, and Santo Domingo. Additionally the incumbent provides consultation and specialty care for the IHS Service Units adjacent to the SFSU, including Jicarilla Apache Service Unit, and Taos-Picuris Service Unit. Incumbent will travel to field clinics within the SFSU, JSU and TPSU on a regularly scheduled basis. Performs diagnostic preventive and/or therapeutic podiatric services, including surgery. Assessment: Provides comprehensive assessment of the feet of patients with diabetes to identify individuals at high risk for lower extremity amputations. Provides both neurologic testing on feet using monofilaments and vascular testing for peripheral vascular disease using segmental and amplitude Doppler studies. Assess footwear needs of patients with diabetes and patients with non-diabetes related foot

problems such as plantar fasciitis, pes cavus, arthritis, other congenital or traumatic foot deformities and gait abnormalities. Assesses educational needs of patients and health care providers in the area of foot care and foot wear. Secures a relevant podiatric history from the patient, records, findings and makes critical evaluations. Performs or request special screening and developmental tests and laboratory tests and interprets the results. Discriminates between normal and abnormal findings to recognize early stages of pathologic conditions, and makes decisions concerning podiatric needs of patients. Intervention: Provides diagnostic, preventive, and therapeutic podiatric services to patients. Provides diagnosis and treatment of pathologic conditions of the lower extremities, including diabetic, neuropathic, or vascular ulcers, fungal and bacterial processes of the foot, ingrown and/or infected toenails and surgical or chemical removal of warts. Provides treatment and management of diabetic, neuropathic, or vascular ulcers. Program Management: Develops and maintains a management system for the foot care program to include budget development, assessment requisition and inventory of supplies, equipment, shoes, and educational material. Assures adequate training and competency of such staff. Assist in the planning, operation and evaluation of the Santa Fe Service Unit, Jicarilla Service Unit, and Taos Picuris Service Unit. Maintains records and provides reports as required for program operations, quality assurance and other purposes. Tracking: Develops and maintains chart forms and computer programs to record and monitor diabetes foot risk and foot care management. Assists in recording patient data and maintaining notes as necessary. Investigates and implements care management strategies for tracking and providing services of clients. Evaluation: Develops and implements systems to evaluate treatment and program effectiveness and implements continuous quality improvement programs and review for the foot care program. Dissemination: Functions in a teaching capacity by educating of foot disorders. Co-management of Inpatients: Performs minor procedures in outpatient clinics and on inpatients under local or regional anesthesia. Performs and directs the orthotic, extra depth and custom-molded shoe program for diabetic patients. Management Support Tasks: Works with the Clinical Directors and supervisory clinical nurses of the SFSU, JSU, and TPSU to optimize foot care for patients. Participates in the formulation of policies, procedures, and programs related to podiatric services. Coordinates quality assurance, quality improvement, and peer review activities within the foot care program. In conjunction with the Clinical Directors, works with tribal groups and programs to promote the understanding of services within the scope of the foot care program. Participates in the planning, implementation, and evaluation of healthcare programs and policies. Special Tasks and Assignments: Provides expert clinical advice. Performs other duties as assigned by the Clinical Director.

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#### **COMPETITIVE SERVICE AND EXCEPTED SERVICE QUALIFICATION REQUIREMENTS:**

Basic Requirements: Degree: Doctor of Podiatric Medicine (D.P.M.) from a school of podiatric medicine accredited by the Council on Podiatric Medical Evaluation in the year in which the degree was granted.

Licensure: Applicants must be currently licensed to practice podiatric medicine in one of the States, the District of Columbia, or Puerto Rico.

#### **In Addition to Meeting the Basic Requirements:**

For GS-14, applicants must have 52 weeks of specialized experience equivalent to at least the GS-13 grade level in the practice of podiatry in an office, clinic, or hospital.

For GS-15, applicants must have 52 weeks of specialized experience equivalent to at least the GS-14 grade level in the practice of podiatry in an office, clinic, or hospital.

Specialized Experience: Demonstrated experience as an expert in providing comprehensive assessments, diagnosing and treating the most difficult podiatry cases, including podiatric care of the diabetic foot, advanced diagnostic and treatment procedures; performing surgery and experience in providing podiatry consultation to allied health professionals in an office, clinical or hospital setting. The types of experience that will be credited are shown above under "Duties and Responsibilities".

**SELECTIVE FACTOR:** In addition to the qualification requirements, to be rated basically qualified for the position, applicants must demonstrate possession of the following knowledge, skills and abilities (KSAs):

**Professional knowledge of podiatry surgery as evidenced by board certification in podiatric/foot surgery.**

PUBLIC HEALTH SERVICE (PHS) LICENSURE POLICY: Each PHS physician must possess and maintain a current and unrestricted license in a State. The only exception to the above involves podiatrists who have met all professional requirements for admission to the state licensure examination and have passed such examination, but who have been issued a limited State license on the basis of non-citizenship in that state or not meeting the residency requirements of the state examination.

**TIME-IN-GRADE REQUIREMENTS:** Merit Promotion candidates must have completed at least 52 weeks of service no more than one grade lower than the position to be filled.

**SUPERVISORY AND MANAGERIAL ABILITIES:** Candidates must have demonstrated in their work experience or training that they possess or have the potential to develop the following:

- Ability to assign and review work of subordinates, training and work effectively with subordinates from a variety of backgrounds and with different levels/areas of training.
- Ability to accomplish the quality and quantity of work expected within set limits of cost and time.
- Ability to plan own work and carry out assignments effectively.
- Ability to communicate with others effectively both orally and in writing in working out solutions to problems or questions relating to the work.
- Ability to understand and further management goals as these affect day-to-day work operations.
- Ability of develop improvements in or design new work methods and procedures.

**Personal Attributes:** The attributes are important to success in supervisory or managerial positions at all supervisory levels. Accordingly, candidates for all supervisory positions must demonstrate all of the following personal qualities:

- Objectivity and fairness in judging people on their ability, and situations on the facts and circumstances.
- Capacity to adjust to change, work pressures, or difficult situations without undue stress;
- Willingness to consider new ideas or divergent points of view; and
- Capacity to "see the job through."

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**EVALUATION METHOD AND RANKING FACTORS:** Evaluation will be made of the extent to which experience, education, training, self-development, performance appraisal, outside activities, and/or awards demonstrate that basically qualified candidates possess the Ranking Factors-KSAs described below. **It is to the applicant's advantage to address the following KSA's on a separate sheet of paper.**

1. Ability to perform full range of Podiatry duties.
  2. Ability to develop, implement, and monitor quality assurance/performance improvement plans in accordance with regulatory standards such as JCAHO and GPRA.
  3. Ability to plan, organize, and prioritize the needs of a Podiatry Department.
  4. Knowledge and understanding of the environment, principles, ethics, and special human relationships in the field of Podiatry.
  5. Ability to work with professional and non-professional staff and to deal effectively with patients and paraprofessional staff.
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#### **WHO MAY APPLY:**

**Merit Promotion Plan (MPP) Candidates:** Applications will be accepted from status eligibles (e.g., reinstatement eligibles and current permanent employees in the competitive federal service) and from current permanent IHS employees in the Excepted Service who are entitled to Indian preference.

**Excepted Service Examining Plan (ESEP) Candidates:** Applications will be accepted from individuals entitled to Indian preference. Current permanent IHS Excepted Service employees and competitive service employees or reinstatement eligible entitled to Indian preference may also apply under the provision of the Indian Health Service Excepted Service Examining Plan.

Candidates MUST INDICATE whether their application is submitted under the IHS Excepted Service Examining Plan, the IHS Area Merit Promotion Plan, or both.

**Non-Status Candidates:** Applications will also be accepted from non-status candidates (individuals who have never been employed by the federal government) and individuals eligible for non-competitive appointment (e.g., applicants eligible for appointment under the Veterans Readjustment Act, the severely handicapped, those with a 30% or more compensable service-connected disability).

**Commissioned Corps Officers:** The USPHS Commissioned Corps Officers who wish to apply for this vacancy announcement must submit a resume and all other documents specified in this announcement.

**Indian Preference:** Indian Health Service is required by law to give absolute preference in employment to qualified Indian preference candidates.

**Veterans Preference:** Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.

**Reasonable Accommodations:** This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Charlotte Yazza-Bain (505) 946-9238. The decision on granting reasonable accommodation will be made on a case-by-case basis.

**Displaced Federal Employees Requesting Special Selection Priority Consideration:** If you are currently a DHHS (includes IHS) employee who has received a Reduction in Force (RIF) separation notice or a Certificate of Expected Separation, you may be entitled to special priority selection under the DHHS (includes IHS) Career Transition Assistance Program (CTAP).

**Career Transition Assistance Program (CTAP) - To receive this priority consideration you must:**

1. Be a current DHHS career or career-conditional (tenure group I or II) or be a current IHS excepted appointment (with no time limits) tenure group II excepted/competitive service employee who has received a RIF separation notice or a Certificate of Expected Separation (CES) and, the date of the RIF separation has not passed and you are still on the rolls of DHHS. You must submit a copy of the RIF separation notice or CES along with your application.
2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package.
4. Be currently employed by DHHS (includes IHS) in the same commuting area of the position for which you are requesting priority consideration.
5. File your application by the Vacancy Announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.).
6. Meet the basic qualifications for the position, including any documented selective factors, physical requirements with any reasonable accommodation, and is able to satisfactorily perform the duties of the position without undue interruption.

**Interagency Career Transition Assistance Program (ICTAP) –** If you are a displaced federal employee you may be entitled to receive special priority selection under the ICTAP. To receive this priority consideration you must:

1. Be a displaced federal employee. You must submit a copy of the appropriate documentation such as RIF separation notice, a letter from OPM or your agency documenting your priority consideration status with your application package. The following categories of candidates are considered displaced employees:
  - A. Current or former career or career-conditional (tenure group I or II) competitive service employees who:
    - 1) Received a specific RIF separation notice; or
    - 2) Separated because of a compensable injury, whose compensation has been terminated, and whose former agency certifies that it is unable to place; or
    - 3) Retired with a disability and whose disability annuity has been or is being terminated; or
    - 4) Upon receipt of a RIF separation notice retired on the effective date of the RIF and submits a Standard Form 50 that indicates "Retirement in lieu of RIF;" or
    - 5) Retired under the discontinued service retirement option; or
    - 6) Was separated because he/she declined a transfer of function or directed reassignment to another commuting area.
  - OR
  - B. Former Military Reserve or National Guard Technicians who are receiving a special Office of Personnel Management (OPM) disability retirement annuity under section 8337(h) or 8456 of Title 5 United States Code.
2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement).
4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
5. File your application by the Vacancy Announcement closing date and meet all the application criteria (e.g., submit all required documentation, etc.).
6. Be rated well qualified for the position, including any documented selective factors, quality ranking factors, physical requirements with any reasonable accommodation, and is able to satisfactorily perform the duties of the position upon entry.

Well-Qualified Definition: Surplus or displaced Department of Health and Human Services (DHHS) employees may exercise selection priority for DHHS vacancies in their local commuting area if they apply directly for the vacancy and are determined to be well-qualified.

If filing an application for a noncompetitive action when no official vacancy announcement is being announced, "well-qualified" means that you meet the minimum qualification and eligibility requirements of the position (including any selective factors), and can perform the duties of the position without undue interruption to organizational operations.

If filing an application under a vacancy announcement, "well-qualified" means you meet the minimum qualification and eligibility requirements of the position (including any selective factors), and meet the cut-off score to be referred to the selection official. This score is derived as a natural break resulting from the rating and ranking of all qualified applicants to determine the extent to which candidates possess the knowledge, skills, and abilities (KSAs) required to succeed in the position.

- Only U.S. citizens may be appointed to the competitive service.

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#### WHERE TO APPLY:

**Applications MUST be received close of business on the closing date to the following address:**

Santa Fe Indian Hospital  
Human Resources  
1700 Cerrillos Road  
Santa Fe, NM 87505

For copies of vacancy announcements, download from the IHS website at [www.ihs.gov](http://www.ihs.gov) or the Office of Personnel Management (OPM) website at [www.usajobs.opm.gov](http://www.usajobs.opm.gov). We do not FAX vacancy announcements. For inquiries, contact Charlotte Yazza-Bain, Human Resources Specialist, 505-946-9238.

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#### REQUIRED DOCUMENTATION:

- **Verification of Indian Preference:** Applicants who wish to receive Indian Preference **MUST** submit the **BIA Form 4432**, Verification of Indian Preference for Employment in BIA and IHS only. This certifies the applicant as an Indian as defined by the Indian Health Manual, Chapter 3, Indian Preference, dated March 14, 2001. **Indian preference will not be given unless the BIA Form 4432 is attached to the application/Résumé.**
- OF-306, Declaration for Federal Employment. Form may be downloaded from:  
[http://www.opm.gov/Forms/pdf\\_fill/of0306.pdf](http://www.opm.gov/Forms/pdf_fill/of0306.pdf)
- Addendum to Declaration for Federal Employment IHS Child Care & Indian Child Care Worker Positions
- Copy of a current and unrestricted license in a State as required by the PHS Licensure Policy.
- Copy of board certification in podiatric/foot surgery.
- Applicants must submit a copy of all transcripts to meet positive education requirements. Official transcripts will be required prior to entry on duty.
- Copy of valid State Driver's License.
- Statement Authorizing Review of Application.
- See '**HOW TO APPLY**' on last page, for additional information.

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#### OTHER IMPORTANT INFORMATION:

- Persons who submit incomplete applications will be given credit only for the information they provide and may not, therefore, receive full credit for their veteran preference determination, Indian preference, education, training and/or experience.

- All material submitted for consideration under this announcement becomes the property of Division of Human Resources and is subject to verification. Therefore, careful attention should be given to the information provided. Fraudulent statements or any form of misrepresentation in the application process could result in loss of consideration for this position and/or a determination of unsuitability for federal employment.
  - Additional or alternate selections may be made from a promotion certificate within 90 days from the date the selection certificate was issued. The positions to be filled must have the same title, series, and grade, be in the same geographic location and have the same qualification requirements. However, if there are no qualified Indian preference candidates left on the certificate, the vacancy must be re-announced.
  - EQUAL EMPLOYMENT OPPORTUNITY: Except for Indian preference, consideration will be given without regard to any non-merit factor such as race, color, religion, sex, national origin, partisan politics, physical or mental handicap, marital status, age, membership or non-membership in any employee organization, or sexual orientation.
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**HUMAN RESOURCES CLEARANCE:**

/s/ Charlotte Yazza-Bain  
Human Resources Specialist

09/18/06  
Date

**THE FOLLOWING STATEMENT MUST ACCOMPANY ALL APPLICATIONS:**

"I hereby authorize any and all persons involved directly and/or indirectly in the selection process to review my application."

\_\_\_\_\_  
Signature of Applicant

**Addendum to Declaration for Federal Employment (OF 306)**  
**Indian Health Service**  
**Child Care & Indian Child Care Worker Positions**

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**Item 15a. Agency Specific Questions**

**Name:** \_\_\_\_\_ **Social Security Number:** \_\_\_\_\_

(Please print)

**Job Title in Announcement:** \_\_\_\_\_ **Announcement Number:** \_\_\_\_\_

Section 231 of the Crime Control Act 1990, Public Law 101-647, requires that employment applications for Federal child care positions contain a question asking whether the individual has ever been arrested for or charged with a crime involving a child and for the disposition of the arrest or charge.

Section 408 of the Miscellaneous Indian Legislation, Public Law 101-630, contains a related requirement for positions in the Department of Health and Human Services that involve regular contact with or control over Indian children. The agency must ensure that persons hired for these positions have not been found guilty of or pleaded nolo contendere or guilty to certain crimes.

To assure compliance with the above laws, the following questions are added to the Declaration for Federal Employment:

- 1) Have you ever been arrested for or charged with a crime involving a child? YES\_\_\_\_\_ NO\_\_\_\_\_

*[If A YES®, provide the date, explanation of the violation, disposition of the arrest or charge, place of occurrence, and the name and address of the police department or court involved.]*

- 2) Have you ever been found guilty of, or entered a plea of nolo contendere (no contest) or guilty to, any felonious or misdemeanor offense under Federal, State, or tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; or crimes against persons; or offenses committed against children? YES\_\_\_\_\_ NO\_\_\_\_\_

*[If A YES®, provide the date, explanation of the violation, disposition of the arrest or charge, place of occurrence, and the name address of the police department or court involved.]*

I certify that (1) my response to these questions is made under penalty of perjury, which is punishable by fines of up to \$2,000 or 5 years imprisonment, or both; and (2) I have received notice that a criminal check will be conducted. I understand my right to obtain a copy of any criminal history report made available to the Indian Health Service and my right to challenge the accuracy and completeness of any information contained in the report.

\_\_\_\_\_  
**Applicant's Signature (sign in ink)**

\_\_\_\_\_  
**Date**

Public Burden Statement: In accordance with Paperwork Reduction Act (5 CFR 1320.8 (b)(3), a Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Respondents must be informed (on the reporting instrument, in instructions, or in a cover letter) the reasons for which the information will be collected; the way the information will be used to further the proper performance of the functions of the agency; whether responses to the collection of the information are voluntary, required to obtain a benefit (citing authority), or mandatory (citing authority); and the nature and extent of confidentiality to be provided, if any (citing authority). Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the necessary data, and completing and reviewing the collection information. Send comments regarding the burden estimate or any other aspect of this collection of information to the IHS PRA Information Collection Clearance Staff, 12300 Twinbrook Parkway, Suite 450, Rockville, MD 20852. ***Please do not send completed data collection instruments to this address.***

## HOW TO APPLY

The federal government does not require a standard application form for most jobs, but certain information is needed to evaluate your qualifications and determine if you meet legal requirements for federal employment.			
<b>Optional Application for Federal Employment – Form Number OF-612</b> <a href="http://www.opm.gov/forms/pdf_fill/of0612.pdf">www.opm.gov/forms/pdf_fill/of0612.pdf</a>		<b>Résumé or Other written application format with information requested below.</b> <a href="http://www.opm.gov/forms/pdfimage/of0510.pdf">www.opm.gov/forms/pdfimage/of0510.pdf</a>	
If your résumé or application does not provide all the information we request, you may lose consideration for a job. Applicants who submit incomplete applications will be given credit ONLY for the information they provide and may not receive full credit for their veteran preference determination, Indian preference, education, training and/or experience.			
<b>Procedure for using résumé or other written application:</b> Format MUST contain the following information. FAILURE TO INCLUDE ANY OF THE INFORMATION LISTED BELOW MAY RESULT IN LOSS OF CONSIDERATION FOR THIS POSITION. ADDITIONAL INFORMATION WILL NOT BE SOLICITED BY THIS OFFICE.			
<ul style="list-style-type: none"> <li>➤ <b><u>JOB INFORMATION</u></b> Announcement number, title and grade of the job for which you are applying.</li> <li>➤ <b><u>PERSONAL INFORMATION</u></b> Full name, mailing address (with ZIP codes), day and evening telephone numbers (with Area codes). Social Security Number. Country of citizenship.</li> <li>➤ <b><u>EDUCATION</u></b> High School (name, city, state, ZIP code if known), and date of diploma or GED. College and/or universities (name, city, state ZIP code if known), majors, type and year of any degrees received (if no degree show total semester or quarter hours earned). To obtain educational credit, applicants must submit a copy of all college transcripts.</li> <li>➤ <b><u>WORK EXPERIENCE</u></b> Copy of latest Notification of Personnel Action (SF-50B) if current or former federal employee. Highest federal civilian grade held (give job series and dates held) Work experience (paid and unpaid) Job title (include series and grade if federal job) Duties and accomplishments Employer's name and address Supervisor's name and telephone number Starting and ending dates (month and year) Hours per week Salary Indicate if we may contact your current supervisor.</li> <li>➤ <b><u>OTHER QUALIFICATIONS</u></b> Give dates but do not send documents unless requested Job related training courses Job related skills, i.e., computer software/hardware, tools, typing speed Job related certificates and licenses (if you are a licensed medical professional, submit copy of license to practice) Honors, awards, special accomplishments, i.e., publications, memberships, in professional or honor societies, leadership activities, public speaking, and performance awards.</li> <li>➤ <b><u>KSA</u></b></li> </ul>			
<b>Submit a copy of applicable documents with your application if you are in the following categories:</b>			
<b>COMMISSIONED OFFICER</b> <ul style="list-style-type: none"> <li>➤ Current Billet description</li> <li>➤ Most recent "Commissioned Officers Effectiveness Report".</li> <li>➤ Child Care Statement Form</li> <li>➤ Applicable Licensure</li> </ul>	<b>INDIAN PREFERENCE</b> <ul style="list-style-type: none"> <li>➤ Verification of Indian Preference for employment, Bureau of Indian Affairs (BIA) Form 4432.</li> <li>➤ Current employees of National Programs- Albuquerque, Albuquerque Area, or Nashville Area may state that proof of certificate of Indian preference is on file in their Official Personnel Folder (OPF).</li> <li>➤ Preference will not be given unless a copy of the BIA Form 4432 is attached to the application.</li> </ul>	<b>VETERAN PREFERENCE</b> <ul style="list-style-type: none"> <li>➤ Certificates of Release or discharge from Active Duty, VA form DD-214, and/or</li> <li>➤ Application for 10-point Veterans Preference, Form SF-15 and supporting documents.</li> <li>➤ To receive preference if your service began October 15, 1976, you must have a Campaign Badge, Expeditionary Medal, or a service connect disability.</li> <li>➤ Preference will not be given unless a copy of the DD-214 (with appropriate dates) is attached to the application.</li> </ul>	<b>FEDERAL EMPLOYEE</b> <ul style="list-style-type: none"> <li>➤ Latest Notification of Personnel Action, SF-50B verifying civil service status, grade, etc.</li> <li>➤ Current performance appraisal.</li> <li>➤ Priority consideration will not be given to DISPLACED FEDERAL EMPLOYEES, unless a copy of the appropriate documentation such as a RIF separation letter, a letter from OPM or your agency documentation showing your priority consideration status, is attached to the application.</li> </ul>